

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 61
APRIL 6, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, April 6, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Connie Bowers, Steve Marx, Jan vanMuyden, Kyle Carlson

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Add-On

Subject/Description: Slide Recovery update

Attachment: none

Information: Bill briefed the Board on Westcliff Rd @ Lagoon Point, Driftwood Lane and Driftwood North.

Surface Water

Subject/Description: Sandy Point Outfall Advisement of Intention to Bid

Attachment: Memorandum dated 4/6/16 from Kyle Carlson to BOCC

Action Requested: Approval to advertise for bids for the replacement of an outfall in the Sandy Point community; drainage project includes the installation of seven catch basins; Engineer's Est: \$153,000; Funding from the Clean Water Utility Fund.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: CDP 16-04 Sandy Point Outfall Revision to CDP 16-04

Attachment: Memorandum dated 4/6/16 from Kyle Carlson to BOCC

Action Requested: Approval of a revision to the CDP 16-04 for Sandy Point Outfall; cost increase of \$65,550 due to change in the project being built by Bayview Road Shop to being built by a contractor through a bid process; Total Appropriation: \$276,000.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Parks

Subject/Description: Resolution for Pearson Shoreline Conservation Easement

Attachment: Memorandum dated 4/6/16 from Public Works/Parks to BOCC; ALEA application, WWRP application

Action Requested: Approval of resolution authorizing the submittal of applications for grant funding assistance for Aquatic Lands Enhancement Account and Washington Wildlife and Recreation Program projects.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

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Subject/Description: Resolution for Barnum Point Acquisition

Attachment: Memorandum dated 4/6/16 from Public Works/Parks to BOCC; ALEA application, WWRP application

Action Requested: Approval of resolution authorizing the submittal of applications for grant funding assistance for Aquatic Lands Enhancement Account and Washington Wildlife and Recreation Program projects.

Follow up: Okay with full Board to move forward with 35 acre parcel. Remaining two parcels will be a future discussion.

ER & R

Subject/Description: Purchase of Glass Beads for Traffic Marketing Paint

Attachment: Memorandum dated 3/24/16 from Matt Nienhuis, to BOCC, PO # 10396

Action Requested: Approval of purchase order #10396 ; purchase of Glass Beads for traffic marking paint to be used for the annual 2016 Paint Striping Program; Amount: \$62,491.19.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Purchase of Traffic Marking Paint

Attachment: Memorandum dated 3/24/16 from Matt Nienhuis, to BOCC, PO# 10397

Action Requested: Approval of purchase order #10397; purchase of Traffic Marking Paint for the annual 2016 Paint Striping Program; Amount: 167,398.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Human Resources

Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, April 6, 2016 at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director

Record @ 44:55

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Clerk

- Deputy Clerk 1 .5 FTE (temp), replacement , C-7, #035/16
Commissioner Jill Johnson moved to approve Job Requisition # 035/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Prosecuting Attorney

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- Paralegal/Legal Assist 1, replacement, C-8, #033/16
Commissioner Jill Johnson moved to approve Job Requisition # 033/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.
- Paralegal/Legal Assist II, replacement, C-8/9/10, DOQ #034/16
Commissioner Jill Johnson moved to approve Job Requisition # 034/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Superior Court

- Law Librarian, replacement, .38 FTE NR-6, #036/16
Commissioner Jill Johnson moved to approve Job Requisition # 036/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

**Current Use Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, April 6, 2016 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Interim Director, Paula Bradshaw, Beckye Frey, Meredith Penny

Others Present: Elaine Marlow, Budget Director

Record @ 57:14

Subject/Description: Proposed housekeeping amendments to Titles 16 & 17 of Island County Code

Attachment: Memorandum dated 3/30/16 from Hiller West, to BOCC; Memorandum dated 3/21/16 from Planning Commission to BOCC; Exhibit "A"

Action Requested: Beckye Frey reviewed the housekeeping amendments to the development regulations (Title 16 & 17) recommended by the Planning Commission for approval.

Follow up: Okay with full Board to move ordinance forward to a Tuesday agenda for approval.

**Long Range Planning
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, April 6, 2016 at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

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Staff Present: Keith Higman, Interim Director of Long Range Planning, Meredith Penny, Beckye Frey, Paul Bradshaw

Others Present: Elaine Marlow, Budget Director

Record @ 01:09:17

Subject/Description: Presentation and Workshop of draft Needs Assessment and Gaps Analysis Report

Attachment: Memorandum dated 3/30/16 from Meredith Penny, to BOCC; Draft Needs Assessment and Gap Analysis dated March 2016; Island County Critical Areas Update Technical Advisory Group meeting notes; CAO Update: Needs Assessment and Gap Analysis Comments; Notes from PC Meeting 3.28.16; Combined PC and TAG Comments

Action Requested: Meredith Penny reviewed with the Board the recommended and optional policy considerations as outlined in the draft Needs Assessment and Gaps Analysis Report.

Follow up: BOCC to review and send comments to the Planning Department prior to the April 20 work session.

Subject/Description: Presentation of Planning Commission recommendations on amendments to the Fish and Wildlife Critical Areas regulations ICC 17.02B, to address the Western Washington Growth Management Hearings Board Order

Attachment: Memorandum dated 3/30/16 from Meredith Penny, to BOCC; Memorandum dated 3/31/16 from Island County Planning Commission to the BOCC

Action Requested: The Planning Commission proposed to adopt the amendments to the Fish and Wildlife Habitat Conservation Areas regulations with the following change related to Existing and On-going Agricultural Activities:

17.02B.300 –Exempt activities – Exemption Table 1.

Such extensions shall be limited to three years in duration ~~unless a professional biologist submits a report which demonstrates that resumption of agricultural activities within the required extension period, which may not exceed five years, will not impair the functions and values of any fish and wildlife habitat conservation areas now present or which are likely to be established during the extension period.~~

Follow up: Continue discussion at the April 20th work session.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, April 6, 2016, at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Laura Luginbill

Others Present: Elaine Marlow, Budget Director

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 65
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Record @ 02:01:35

Assessment

Subject/Description: United general District #304; Youth Marijuana Prevention

Attachment: Contract No. YMPEP 16-17

Action Requested: Approval of Agreement between Skagit County Public Hospital District #304 and Island County Public Health to implement youth marijuana prevention activities; Period of Performance: March 15, 2016-June 30, 3107; Amount:\$39,000.00 (\$8000 must be spend by June 30, 2016)

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, April 6, 2016, at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member

Staff Present: Elaine Marlow, Budget Director, Don Mason

Record @ 02:09:40

Subject/Description: Conservation Futures Program

Attachments: Memos dated 3/17/16 from Don Mason to Elaine Marlow

Information: Don Mason provided an update on ongoing CFF projects & 2016 M & O applications.

Follow up: Submit Legal Assistance Request regarding licensing of a marijuana production facility on a conservation easement.

Subject/Description: Schedule for adoption of next year's budget (2017)

Attachments: Memorandum dated 4/6/16 from Elaine Marlow to BOCC

Action Requested: The Board agreed on the first Monday in December for adoption of the 2017 budget.

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, April 6, 2016 at 11:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member

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Others Present: Elaine Marlow, Budget Director, Larry Van Horn

Record @ 02:43:15

Subject/Description: Consider reappointments to the Conservation Futures Program
Citizens Advisory Board (CAB)

Attachments: yes

Action Requested:

Follow up: Postponed to April 20th work session.

Subject/Description: Fairgrounds lease

Attachments: Ltr dated 3/29/16 from Port of SW; Fairgrounds Lease Amendment No. 1; draft letter dated 4/6/16; Draft Island County Fairgrounds Rental Agreement

Discussion: Larry Van Horn reviewed with the Board a draft letter to the Port of South Whidbey responding to their March 29, 2016 request to identify the expected terms and conditions of a potential Fairground property transfer by April 15, 2016.

Follow up: The Board acknowledged support for the Port's plan to hold a ballot measure in August and the need for a Management Lease Agreement extension for the Fairgrounds property through March 31, 2017. Commissioner Price Johnson will work with Larry Van Horn, Facilities Director to revise the letter to address concerns regarding the future use of the annual fair, 4-H programs, and that the property not be sold without a vote of the people.

EXECUTIVE SESSION ANNOUNCED

Commissioner Hannold announced the Board would recess and then meet in Executive Session at 12:30 p.m., as allowed under RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate. The Executive Session will take place in the Commissioners' Hearing Room, and is anticipated to last approximately 30 minutes. No announcement in open public session is expected.

At 1:00 p.m. the Board recessed and then met in Executive Session at 1:30 p.m. in the Commissioner's Office Conference Room #218, as allowed under RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session lasted three and a half hours with no announcement in open public session.

At 4:30 p.m. the Board recessed and then met in Executive Session on Thursday, March 7, at 2:00 p.m., as allowed under RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session lasted one hour with no announcement in open public session.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 67
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BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board